

# **Fresh Fruit & Vegetable Inspection**



**Annual Report  
FY 2005**

# **IDAHO ANNUAL REPORT FEDERAL – STATE SHIPPING POINT INSPECTION 2004 – 2005**

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## **BUREAU OF SHIPPING POINT INSPECTION**

The Fresh Fruit and Vegetable Inspection service was started in 1917. Until 1922 its authority was restricted to work in destination markets where the inspections were made by federal market inspectors. In 1922 Congress extended the service to shipping points by adding to the authority the words, "when offered for interstate shipment."

When the work was extended to shipping points, Congress provided no additional funds for the expanded service requested by the industry. The federal department, working independently, could not collect fees and use them to pay the cost of the service. A plan was developed under which the inspection work at shipping point could be done under cooperative agreements with the states. These agreements provide that the inspectors are to be employed by the states and licensed by the federal department. The federal department supervises the inspection and certification work for which it is reimbursed by the state.

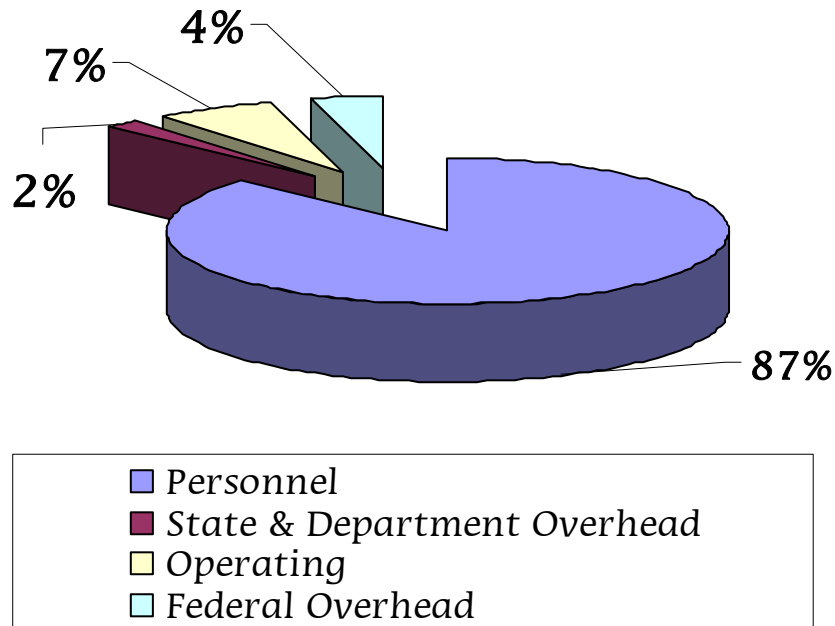
The operation is a joint federal-state program entirely supported by fees collected from users of the service. The state collects fees and pays the inspectors' salaries and other expenses of operating the service. Applicable federal and state laws and regulations and a federal-state memorandum of agreement (AMS 12-25-A-20 and Amendments) govern its conduct. The Director of Agriculture, State of Idaho and the Chief of the Fresh Products Standardization and Inspection Branch, Fruit & Vegetable Division, AMS, USDA are its leaders.

The demands of the service are voluntary for certification on most fruits and vegetables however, potatoes and onions are under federal marketing orders each requiring compulsory inspection and certification on nearly all shipments. Potato and onion growers and processors also use the federal-state inspection service to insure contract specifications are met and satisfy demands of sale at the farm gate.

The bureau maintains the Boise headquarters staff along with four district offices, strategically located in the production areas. Present locations are; Caldwell, Burley, Blackfoot and Idaho Falls.

## ANNUAL EXPENDITURES

Fiscal Year 2005



### Bureau of Shipping Point Inspection

Fiscal Report June 30, 2005

<b>BEGINNING CASH BALANCE AS OF 07/01/04</b>	<b>3,989,175.55</b>
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Sales Tax Paid	1.42
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<b>BEGINNING FREE FUND BALANCE</b>	<b>3,989,174.13</b>
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#### RECEIPTS:

Fees Collected (FY '05)	5,849,378.90
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Interest	91,131.49
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<b>TOTAL RECEIPTS BEFORE EXPENSES</b>	<b>5,940,510.39</b>
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#### EXPENDITURES:

Personnel	5,363,797.45
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Operating (less overhead)	406,912.27
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State Overhead (operating)	25,364.24
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Dept. Overhead (operating)	99,127.00
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Federal Overhead	261,827.90
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Capital Outlay	21,854.08
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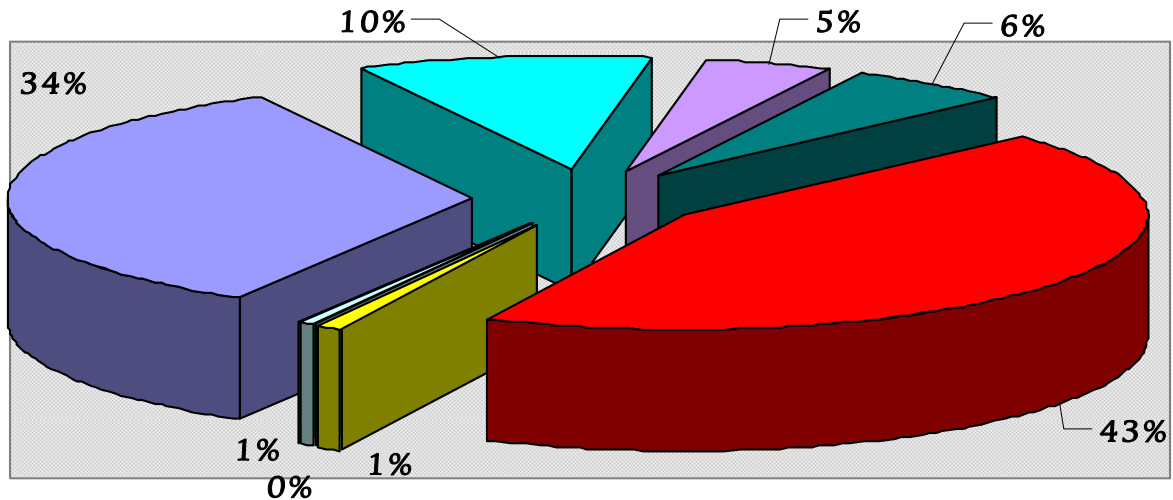
<b>TOTAL EXPENDITURES</b>	<b>6,178,882.94</b>
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<b>ENDING CASH BALANCE AS OF 06/30/05</b>	<b>3,750,801.58</b>
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# BUSINESS REVIEW FY '05

*Fees Charged By Inspection Type*



<span style="color: blue;">■</span> SPI	<span style="color: cyan;">■</span> CAIP	<span style="color: purple;">■</span> CERTIFIED SEED
<span style="color: teal;">■</span> DOCKSIDE	<span style="color: red;">■</span> CONTRACT	<span style="color: yellow;">■</span> MISCELLANEOUS
<span style="color: lightblue;">■</span> FOOD SAFETY	<span style="color: green;">■</span> YSI	

	POUNDS	REVENUE
SPI	2,144,519,990	2,156,642.49
CAIP	1,682,850,904	648,615.03
CERTIFIED SEED	634,603,650	286,561.92
<b>TOTAL FRESH</b>	<b>4,461,974,544</b>	<b>3,091,819.44</b>
DOCKSIDE	332,931,908	369,065.02
CONTRACT	5,705,363,053	2,766,040.69
YSI		5,645.00
SCHOOL LUNCH PROGRAM		5,958.10
<b>TOTAL PROCESS</b>	<b>6,038,294,961</b>	<b>3,146,708.81</b>
MARKET INSPECTION		4,202.00
FOOD SAFETY AUDITS		33,349.10
MISC. REVENUE (TAGGING)		32,867.65
<b>GRAND TOTAL</b>	<b>10,500,269,505</b>	<b>6,308,947.00</b>

The above fees are those charged but not necessarily collected in FY-2005



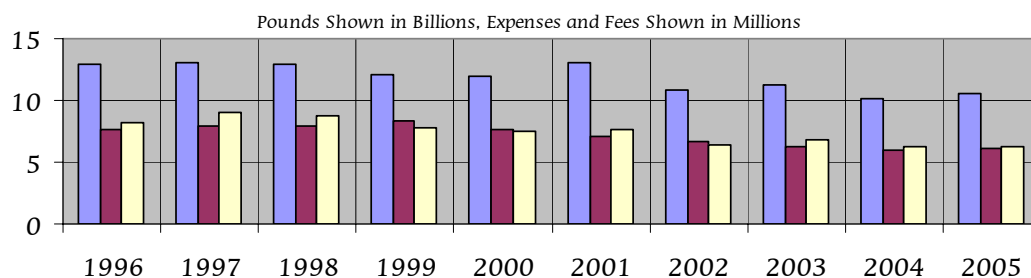
# EXPENSES & FEES vs. POUNDS INSPECTED FISCAL YEARS 1996- 2005



YEAR	EXPENSES	FEES CHARGED	POUNDS INSPECTED
1996	\$ 7,618,704	\$ 8,205,827	12,947,279,809
1997	\$ 7,885,415	\$ 9,054,779	13,118,376,031
1998	\$ 7,851,702	\$ 8,726,468	12,976,301,968
1999	\$ 8,366,200	\$ 7,759,618	12,094,816,100
2000	\$ 7,621,258	\$ 7,441,146	11,910,585,892
2001	\$ 7,106,850	\$ 7,695,171	13,009,528,224
2002	\$ 6,657,311	\$ 6,368,140	10,870,789,853
2003	\$ 6,231,644	\$ 6,822,681	11,263,013,965
2004	\$ 6,018,303	\$ 6,313,857	10,148,345,740
2005	\$ 6,178,883	\$ 6,238,581	10,500,269,505

## EXPENSES & FEES vs POUNDS INSPECTED

*Fiscal Years 1996- 2005*

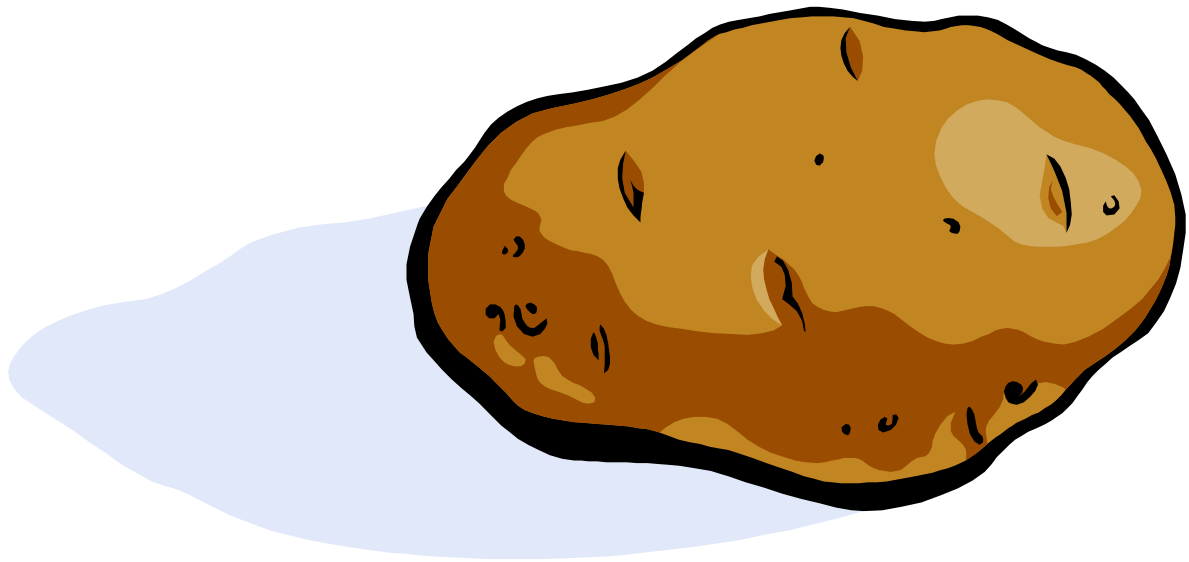


■ POUNDS

■ EXPENSES

■ FEES CHARGED

potatoes





# POTATOES



JULY 1, 2004 – JUNE 30, 2005

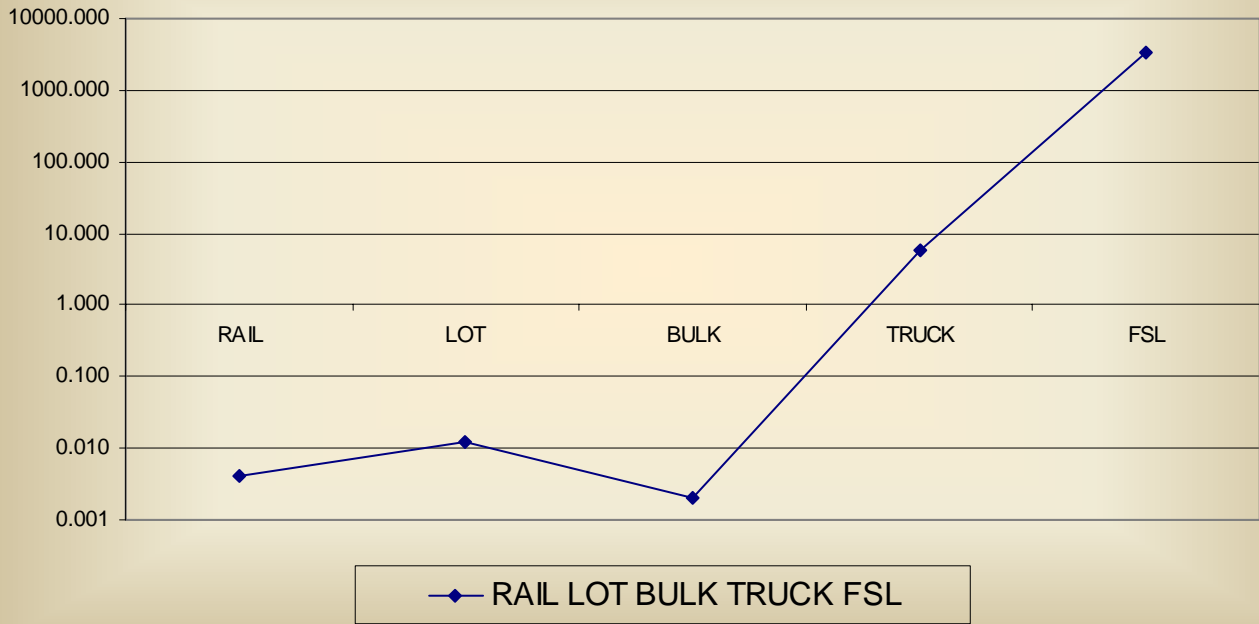
COMMODITY		POUNDS	INSPECTIONS
<b>POTATOES - VARIETY</b>	Russet Burbank	2,483,939,138	
	Norkotah	1,163,266,955	
	Ranger	98,509,950	
	Red	39,582,974	
	Other	156,898,074	
<b>TOTAL</b>		<b>3,942,197,091</b>	
<b>POTATOES - GRADE</b>	U.S. No. 1	2,854,752,711	
	U.S. No. 2	451,952,930	
	Other	887,800	
	Certified Seed	634,603,650	
<b>TOTAL</b>		<b>3,942,197,091</b>	
<b>POTATOES - CONTAINER</b>	1.5 Pound	135	
	2.5 Pound	320	
	3 Pound	1,269,984	
	4 Pound Film	4,678,368	
	5 Pound	10,000	
	5 Pound Burlap	6,000	
	5 Pound Carton	126,500	
	5 Pound Film	401,058,400	
	5 Pound Mesh	118,241,745	
	8 Pound	10,080	
	8 Pound Film	12,985,032	
	8 Pound Mesh	5,761,432	
	10 Pound	125,200	
	10 Pound Burlap	42,950	
	10 Pound Carton	3,450	
	10 Pound Film	418,562,740	
	10 Pound Mesh	237,047,950	
	10 Pound Paper	48,400	
	15 Pound Carton	145,680	
	15 Pound Film	18,243,195	



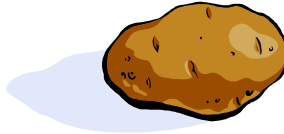
<b>POTATOES – CONTAINER CONT.</b>	15 Pound Mesh	192,390	
	20 Pound Burlap	3,600	
	20 Pound Carton	152,220	
	20 Pound Film	16,733,240	
	20 Pound Mesh	6,061,180	
	20 Pound Paper	42,000	
	25 Pound	2,100	
	28 Pound	28	
	29 Pound	89,900	
	30 Pound	30	
	30 Pound Carton	4,809,120	
	30 Pound Film	67,950	
	40 Pound Carton	6,958,640	
	40 Pound Film	688,400	
	50 Pound	236,050	
	50 Pound Burlap	91,236,450	
	50 Pound Carton	1,461,608,200	
	50 Pound Film	2,236,000	
	50 Pound Mesh	155,145,850	
	50 Pound Paper	193,863,900	
	75 Pound	75	
	90 Pound	90	
	Bulk	1,434,290	
	100 Pound	68,292,700	
	102 Pound	102	
	110.2 Pound	1,117,732	
	130 Pound	130	
	182 Pound	182	
	200 Pound	600	
	250 Pound	250	
	270 Pound	270	
	500 Pound	1,000	
	550 Pound	27,500	
	600 Pound	600	
	800 Pound	800	
	900 Pound	23,400	

<b>POTATOES – CONTAINER CONT.</b>	1000 Pound	30,000	
	1050 Pound	1,050	
	1365 Pound	1,365	
	1413 Pound	1,413	
	1450 Pound	1,052,700	
	1500 Pound	6,000	
	1600 Pound	29,176,000	
	1650 Pound	3,300	
	1700 Pound	81,600	
	1750 Pound	35,000	
	1800 Pound	1,107,000	
	1850 Pound	96,200	
	1900 Pound	2,289,500	
	1910 Pound	13,370	
	1950 Pound	179,400	
	1960 Pound	209,720	
	1970 Pound	161,540	
	1980 Pound	447,480	
	1990 Pound	121,390	
	2000 Pound	44,316,000	
	Bulk Seed	633,472,533	
<b>TOTAL POUNDS</b>		<b>3,942,197,091</b>	
<b>POTATOES – MOVEMENT BY</b>	Fed-State Lot (w/ seed)	3,290,901,659	10,919
	Truck (includes seed)	42,802,150	432
	Lot	12,185,912	476
	Rail	3,795,870	26
	Bulk (includes seed)	596,263,000	3552
Each 'movement by' may include previously inspected potatoes.			
<b>TOTAL</b>		<b>3,942,197,091</b>	<b>15,405</b>
<b>POTATOES – POUNDS BY</b>	Contract	5,705,363,053	
	Tablestock	3,307,593,441	
	Dockside	332,931,908	
	Certified Seed	634,603,650	
	Diversion	0	
<b>GRAND TOTAL POUNDS</b>		<b>9,980,492,052</b>	

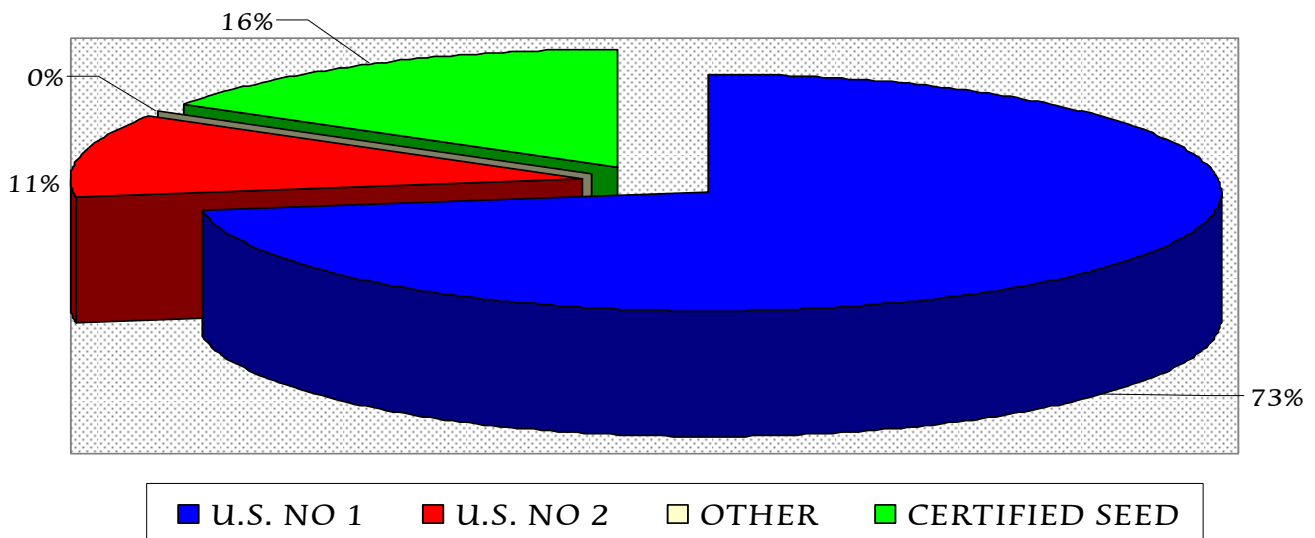
### Tablestock Potatoes Inspected by Carrier



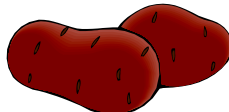
RAIL	3,795,870
LOT	12,185,912
BULK	1,896,450
TRUCK	5,679,350
FSL	3,287,787,359



### TABLESTOCK POTATOES *Pounds Inspected by: GRADE*



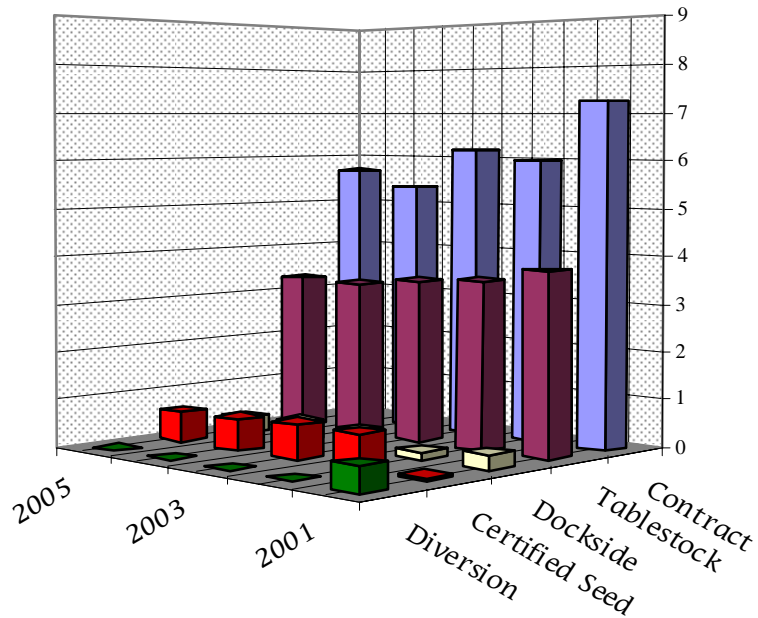
U.S. NO. 1	2,854,752,711
U.S. NO. 2	451,952,930
OTHER	887,800
CERTIFIED SEED	634,603,650



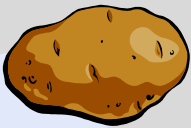
# POTATOES

*Pounds Inspected 2001-2005*

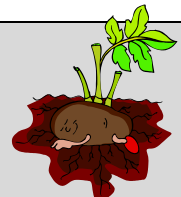
Pounds Reported in Billions



■ Contract 
 ■ Tablestock 
 ■ Dockside 
 ■ Certified Seed 
 ■ Diversion



## POTATOES SHOWN IN CWT. 2001 – 2005

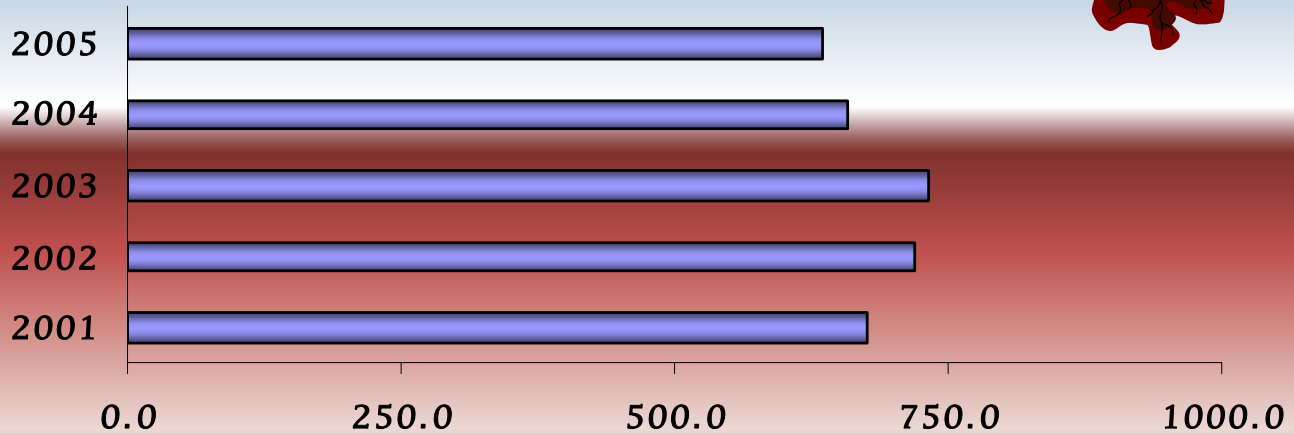


	2001	2002	2003	2004	2005
Contract	72,399,543	60,021,300	62,124,632	53,507,660	57,053,631
Tablestock	38,180,391	35,235,324	34,245,061	32,851,442	33,075,934
Dockside	2,982,580	1,584,273	4,251,694	4,157,618	3,329,319
Diversion	5,171,448	32,824	0	0	0
Certified Seed	6,770,971	7,183,262	7,314,070	6,573,530	6,346,037

# Certified Seed Inspected

*2001-2005*

Pounds Reported in Millions

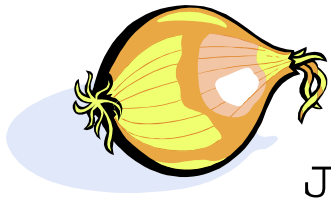


	2001	2002	2003	2004	2005
JULY	0	0	0	0	0
AUGUST	0	0	0	0	0
SEPTEMBER	1,268,300	0	0	0	0
OCTOBER	996,000	3,600,000	135,000	274,000	1,680,000
NOVEMBER	463,000	476,000	83,000	173,330	332,777
DECEMBER	1,751,000	3,071,000	1,434,000	1,893,000	1,713,000
JANUARY	2,113,000	6,727,000	1,284,400	3,375,445	3,096,690
FEBRUARY	5,732,800	6,842,800	3,179,290	9,761,050	8,484,690
MARCH	158,831,900	182,814,900	227,279,930	159,828,200	139,926,875
APRIL	318,707,904	371,139,556	358,487,602	332,703,462	362,559,136
MAY	185,813,221	141,955,964	138,016,302	148,669,511	112,861,252
JUNE	1,420,000	1,698,970	1,507,500	675,000	3,949,230
<b>TOTAL</b>	<b>677,097,125</b>	<b>718,326,190</b>	<b>731,407,024</b>	<b>657,352,998</b>	<b>634,603,650</b>

*onions*





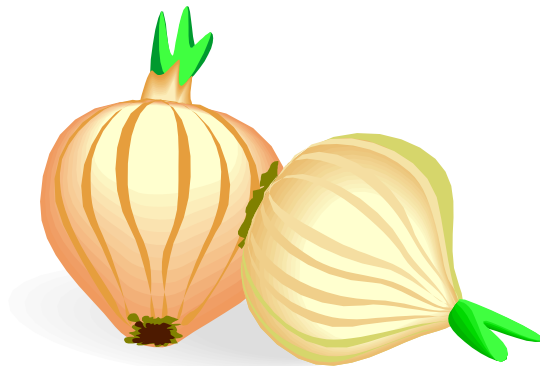


# ONIONS

July 1, 2004 – June 30, 2005

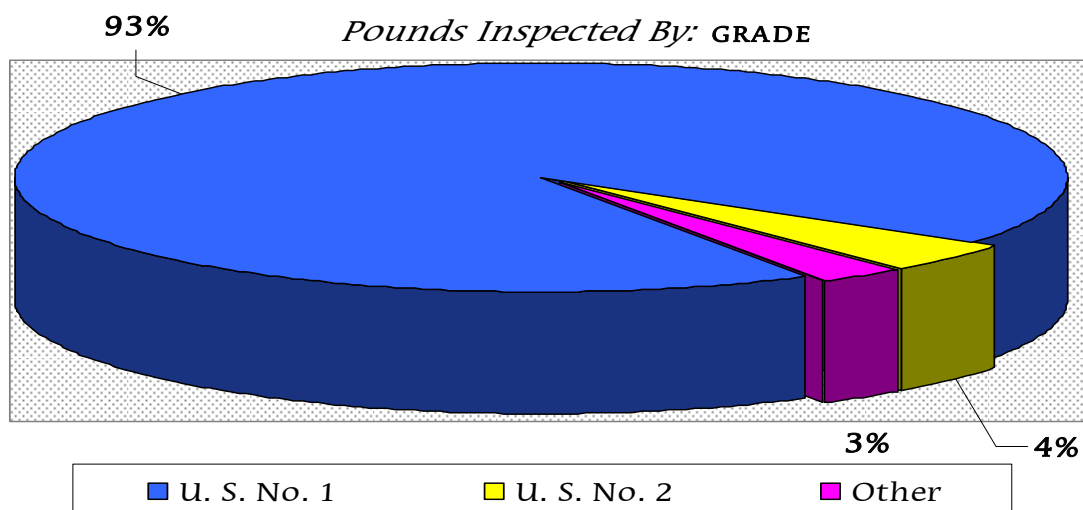
COMMODITY		YEAR TO DATE POUNDS	TOTAL INSPECTIONS
ONIONS-VARIETY	Yellow	425,054,128	
	White	13,949,159	
	Red	27,512,330	
<b>TOTAL</b>		<b>466,515,617</b>	
ONIONS-GRADE	U.S. No. 1	434,244,959	
	U.S. No. 2	19,028,440	
	Other	13,242,218	
<b>TOTAL</b>		<b>466,515,617</b>	
ONIONS-CONTAINER	1 Pound	1,320,963	
	2 Pound	225,168	
	3 Pound	2,905,413	
	5 Pound	3,774,595	
	10 Pound	21,473,320	
	25 Pound	27,992,850	
	30 Pound	6,150	
	40 Pound	5,350,040	
	50 Pound	382,740,300	
	Bulk	6,141,165	
	450 Pound	2,700	
	480 Pound	2,400	
	700 Pound	2,100	
	712 Pound	2,136	
	800 Pound	82,400	
	842 Pound	5,052	
	1000 Pound	2,196,000	

<b>ONIONS-CONTAINER CONT.</b>	1200 Pound	42,000	
	1400 Pound	2,800	
	1440 Pound	1,440	
	1500 Pound	97,500	
	1600 Pound	179,200	
	1625 Pound	593,125	
	1650 Pound	1,303,500	
	1800 Pound	8,346,600	
	1900 Pound	252,700	
	2000 Pound	1,474,000	
<b>TOTAL</b>		<b>466,515,617</b>	
<b>ONIONS-MOVEMENT BY</b>	Fed-State Lot	360,349,556	2,417
	Truck	67,772,338	1,707
	Rail	17,602,500	143
	Piggy back	1,080,750	27
	Lot	51,964,178	888
Each 'movement by' may include previously inspected onions.			
<b>ONIONS GRAND TOTAL</b>		<b>466,515,617</b>	<b>5,182</b>



## ONIONS

*Pounds Inspected By: GRADE*



## 2005

U.S. NO. 1

434,244,959

U.S. NO. 2

19,028,440

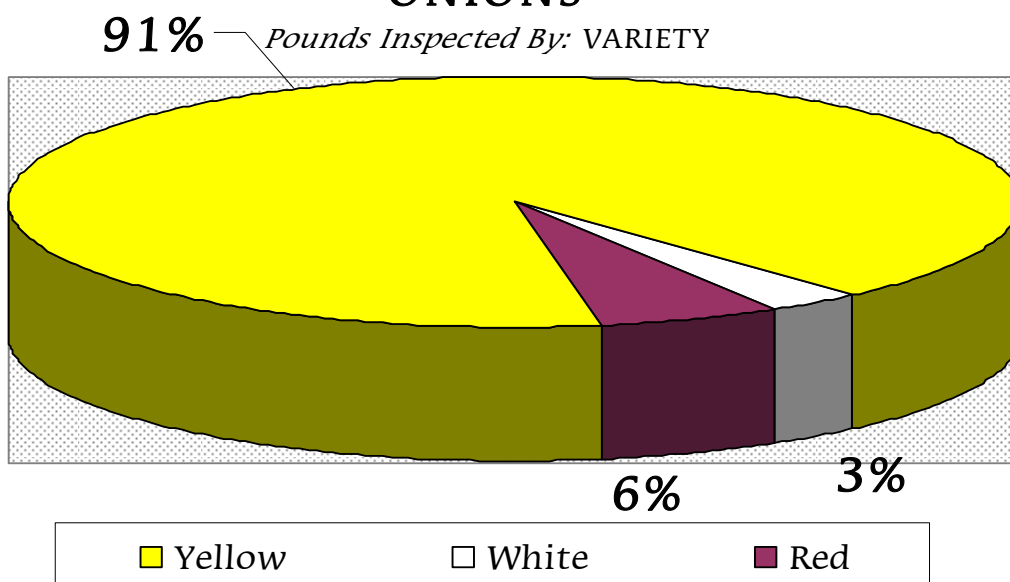
OTHER

13,242,218



## ONIONS

*Pounds Inspected By: VARIETY*



## 2005

YELLOW

425,054,128

WHITE

13,949,159

RED

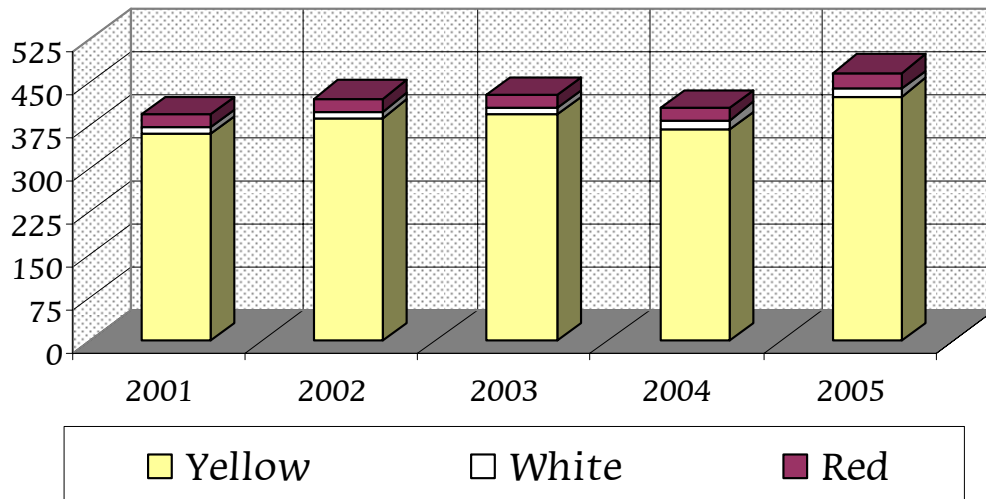
27,512,330



## ONIONS

*Pounds Inspected 2001-2005*

Pounds Reported in Millions

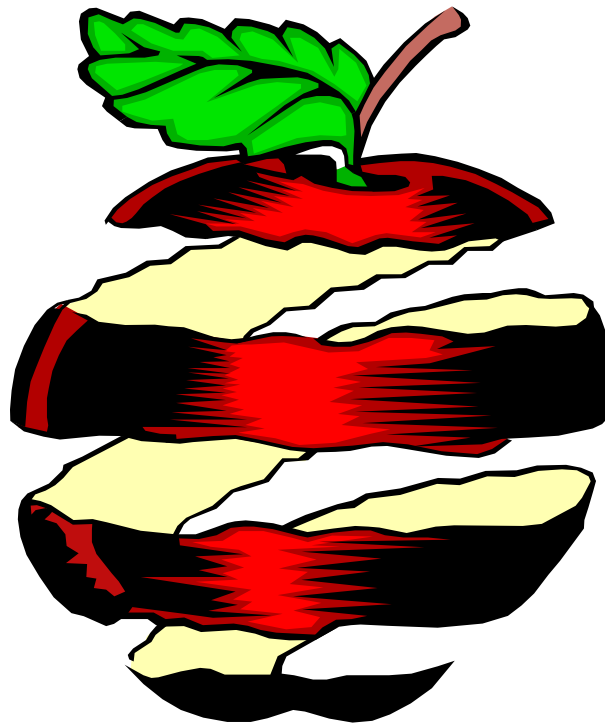


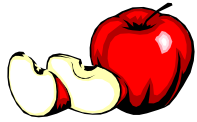
## FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

2001	392,671,076
2002	421,044,253
2003	426,940,492
2004	404,255,826
2005	466,515,617



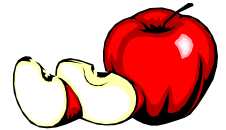
apples





# Apples

July 1, 2004 – June 30, 2005

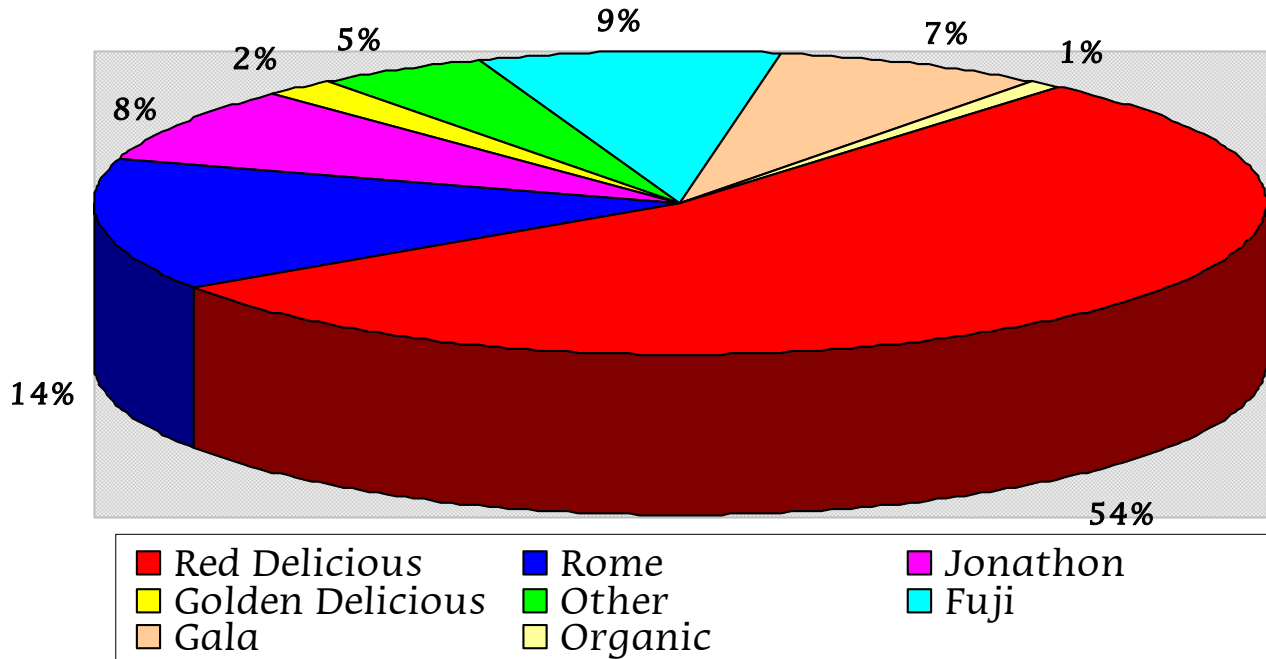


Commodity		Year to Date Pounds	Total Inspections
<b>Apples - Variety</b>	Red Delicious	19,862,829	
	Rome	5,170,306	
	Jonathan	2,945,904	
	Golden Delicious	754,762	
	Fuji	3,114,108	
	Gala	2,715,272	
	Organic	27,978	
	Other	1,650,759	
<b>Total</b>		<b>36,241,918</b>	
<b>Apples - Grade</b>	Extra Fancy	26,958,930	
	Fancy	7,778,490	
	Other	1,504,498	
<b>Total</b>		<b>36,241,918</b>	
<b>Apples - Container</b>	3 pound	522,468	
	5 pound	495,040	
	20 pound	9,820	
	28 pound	20,188	
	30 pound	75,300	
	37 pound	418,248	
	38 pound	758,974	
	40 pound	33,680,520	
	720 pound	261,360	
<b>Total</b>		<b>36,241,918</b>	<b>652</b>
<b>Apples – Movement by</b>	Fed – State Lot	50,047,994	
'Movement by' includes previously inspected apples.			
<b>Apples Grand Total</b>		<b>36,241,918</b>	<b>652</b>



# APPLES

Pounds Inspected By: Variety



**RED DELICIOUS**

**19,862,829**

**ROME**

**5,170,306**

**JONATHAN**

**2,945,904**

**GOLDEN DELICIOUS**

**754,762**

**OTHER**

**1,650,759**

**FUJI**

**3,114,108**

**GALA**

**2,715,272**

**ORGANIC**

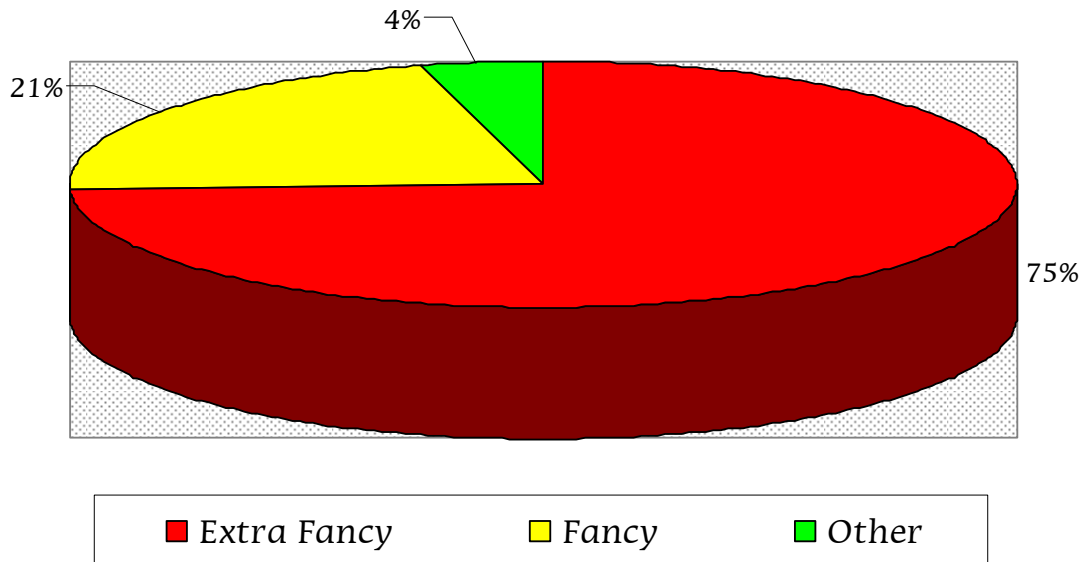
**27,978**

**TOTAL**

**36,241,918**

## APPLES

*Pounds Inspected By:*  
GRADE



**EXTRA FANCY**

**26,958,930**

**FANCY**

**7,778,490**

**OTHER**

**1,504,498**

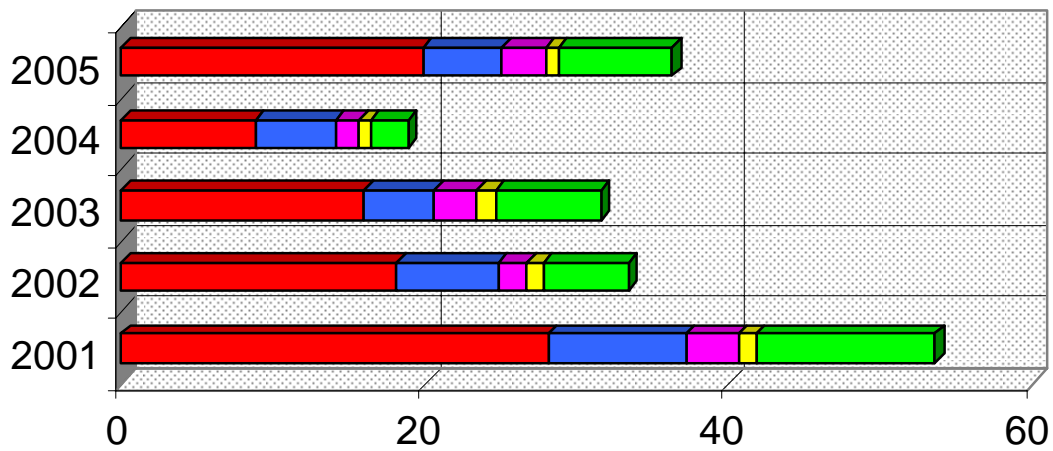
**TOTAL**

**36,241,918**

## APPLES

*Pounds Inspected 2001-2005*

Pounds Reported in Millions

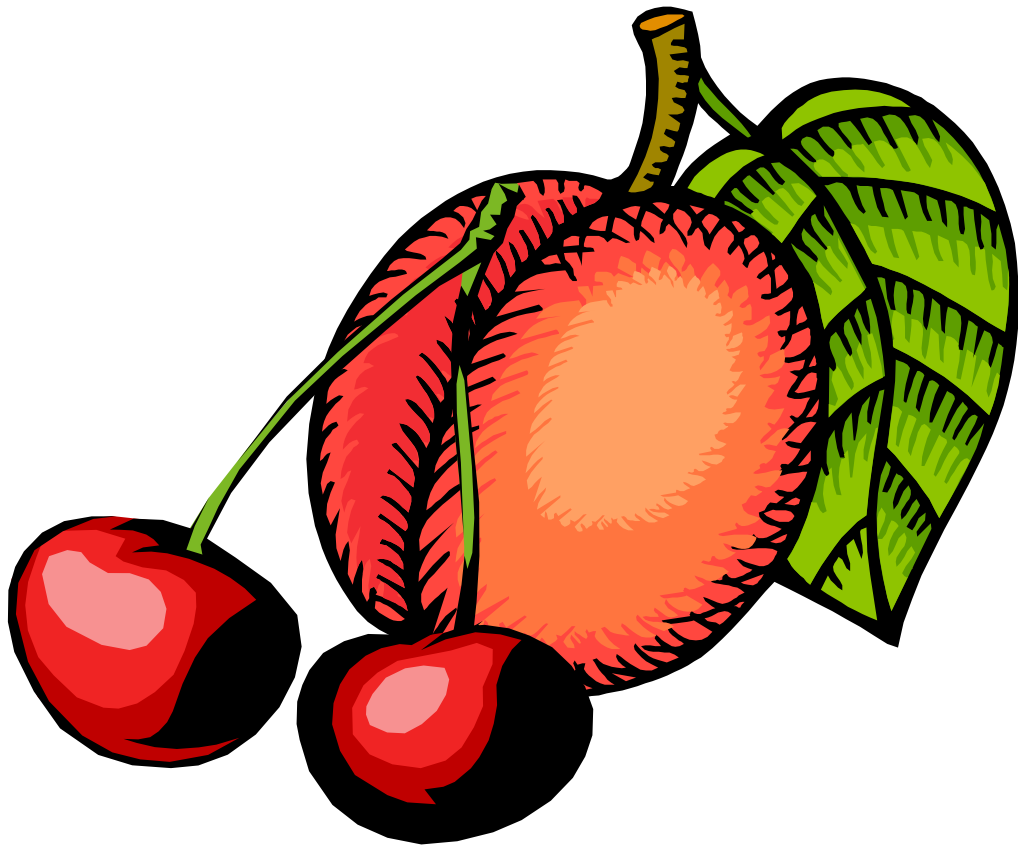


■ Red Delicious 
 ■ Rome 
 ■ Jonathon 
 ■ Golden Delicious 
 ■ Other

## FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

2001	53,560,568
2002	33,359,765
2003	31,537,013
2004	18,844,618
2005	36,241,918

*cherries*  
&  
*nectarines*





# CHERRIES

## JULY 1, 2004 – JUNE 30, 2005



COMMODITY		YEAR TO DATE POUNDS	TOTAL INSPECTIONS
CHERRIES – VARIETY	FRESH	2,867,652	
	BRINE	199,805	
CHERRIES – GRADE	No. 1	2,839,150	
	OTHER	228,307	
CHERRIES – CONTAINER	2 POUND	1,664	
	3 POUND	55,536	
	4 POUND	263,456	
	11 POUND	19,261	
	17 POUND	27,319	
	18 POUND	1,599,336	
	20 POUND	901,080	
	BULK & LARGER	199,805	
CHERRIES – MOVEMENT BY	FED-STATE LOT	3,260,472	61
	LOT	199,805	7
'Movement by' may include previously inspected cherries.			
CHERRIES GRAND TOTAL		3,067,457	68



# NECTARINES

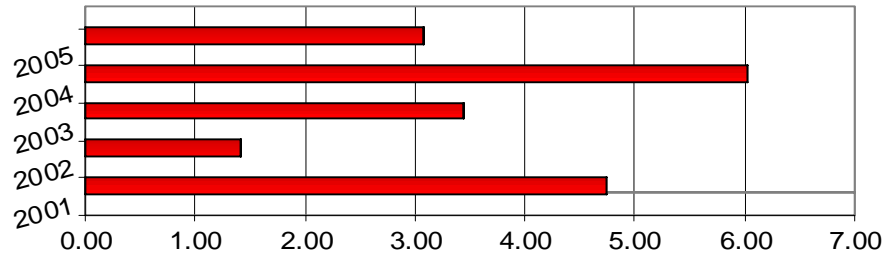
## JULY 1, 2004 – JUNE 30, 2005

COMMODITY		YEAR TO DATE POUNDS	TOTAL INSPECTIONS
NECTARINES – VARIETY	ALL TYPES	239,404	
NECTARINES – GRADE	U.S. No. 1	239,404	
NECTARINES –CONTAINER	20 POUND	238,060	
	24 POUND	1,344	
NECTARINES – MOVEMENT BY	FED-STATE LOT	239,404	4
NECTARINES GRAND TOTAL		239,404	4

# Cherries

## Pounds Inspected 2001- 2005

Pounds Reported in Millions



## FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

FY-2001	4,738,176
FY-2002	1,408,172
FY-2003	3,440,031
FY-2004	6,034,926
FY-2005	3,067,457



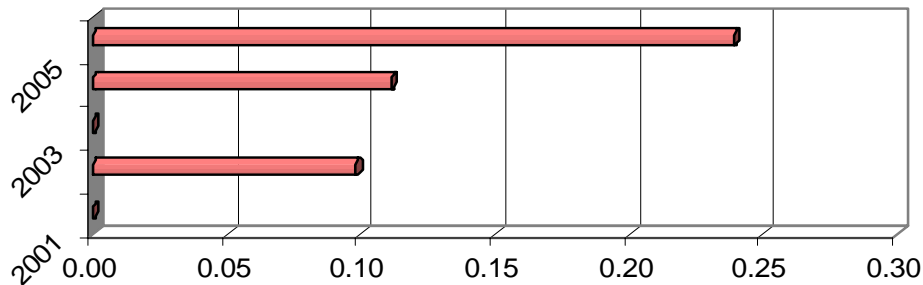
The following crop year information is not illustrated in the above chart.

2001– Crop year	1,567,580
2002 – Crop year	3,028,776
2003 – Crop year	3,967,285
2004 – Crop year	5,636,785
2005 – Crop year	2,264,357

# NECTARINES

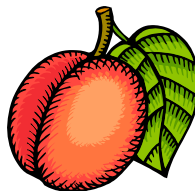
## Pounds Inspected 2001 - 2005

Pounds Reported in Millions



## FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

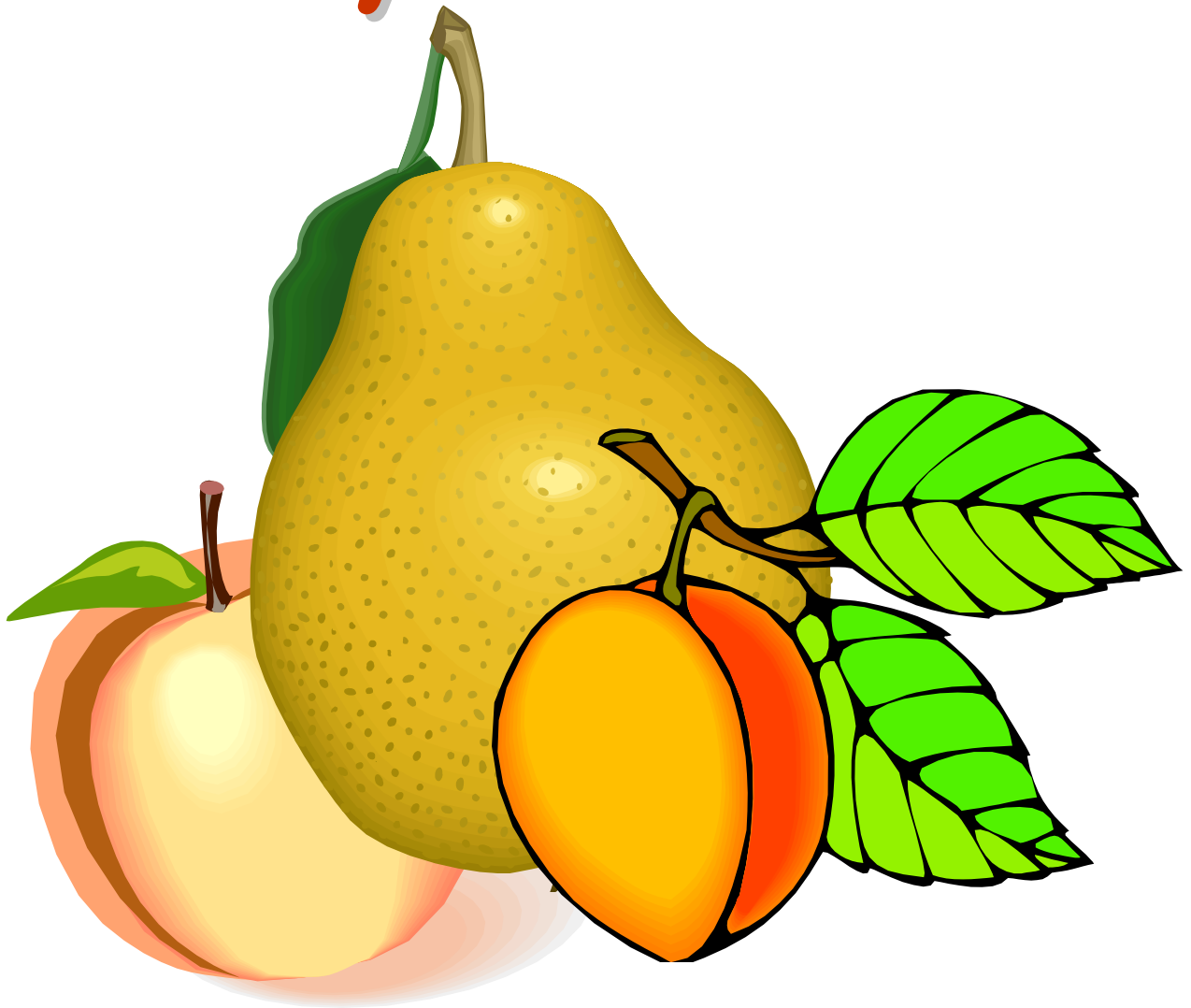
2001	0
2002	97,522
2003	0
2004	111,416
2005	239,404





*peaches, pears*  
*&*

*apricots*





## APRICOTS

July 1, 2004 – June 30, 2005

COMMODITY		YEAR TO DATE POUNDS	TOTAL INSPECTIONS
APRICOTS – VARIETY	All Types		
APRICOTS – GRADE	All Types		
APRICOTS – CONTAINER	Pound		
APRICOTS – MOVEMENT BY	Fed-State Lot		
APRICOTS GRAND TOTAL		0	0



## PEACHES

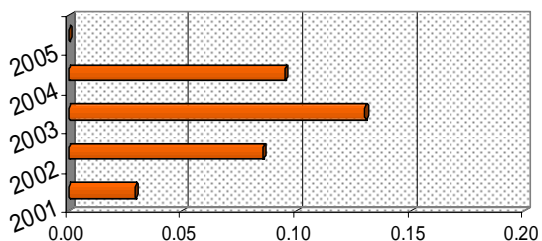
July 1, 2004 – June 30, 2005

COMMODITY		YEAR TO DATE POUNDS	TOTAL INSPECTIONS
PEACHES – VARIETY	All Types	10,218,281	
PEACHES – GRADE	U.S. No.1	9,761,939	
	Other	456,342	
PEACHES – CONTAINER	4 Pound	1,200	
	7 Pound	504,560	
	10 Pound	2,747,350	
	11 Pound	48,543	
	17 Pound	37,366	
	18 Pound	51,750	
	20 Pound	5,854,300	
	22 Pound	778,008	
	24 Pound	8,856	
	28 Pound	10,920	
	30 Pound	12,180	
	34 Pound	115,872	
	36 Pound	47,376	
PEACHES-MOVEMENT BY	Fed-State Lot	10,218,281	65
	Lot	585,152	28
'Movement by' may include previously inspected peaches.			
PEACHES GRAND TOTAL		10,218,281	93

## APRICOTS

*Pounds Inspected 2001- 2005*

Pounds Reported in Millions



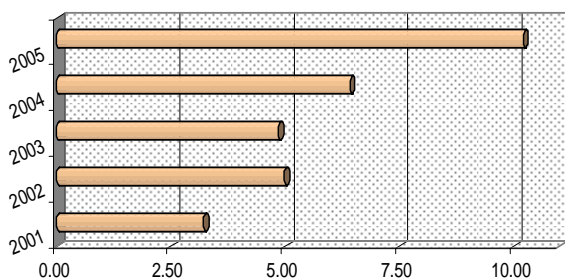
## FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

2001		28,701
2002		85,016
2003		129,762
2004		94,704
2005		0


## PEACHES

*Pounds Inspected 2001-2005*

Pounds Reported in Millions



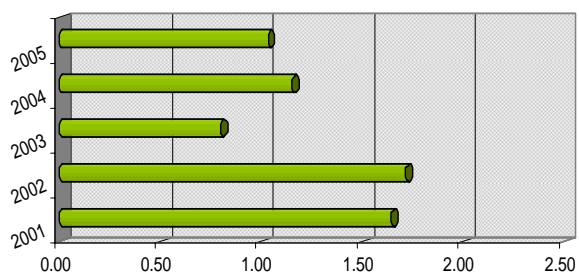
## FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

2001		3,213,568
2002		4,980,518
2003		4,856,758
2004		6,416,824
2005		10,218,281


## PEARS

*Pounds Inspected 2001 - 2005*

Pounds Reported in Millions



## FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

2001		1,645,395
2002		1,717,210
2003		797,680
2004		1,154,595
2005		1,032,790

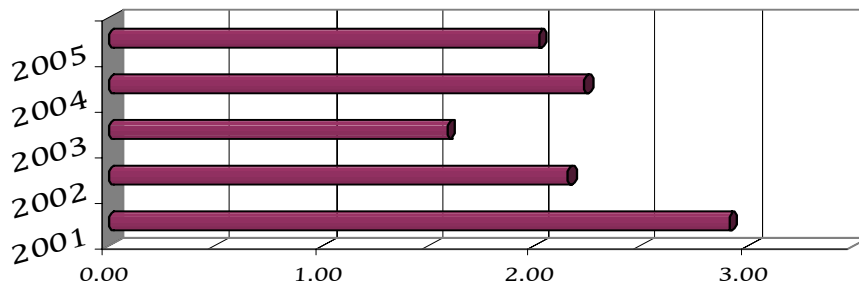
*plums*  
&  
*prunes*



## PLUMS

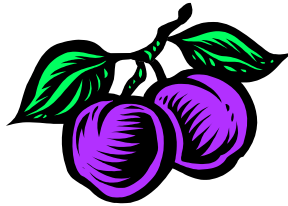
### *Pounds Inspected 2001 - 2005*

Pounds reported in millions



## PLUMS – FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

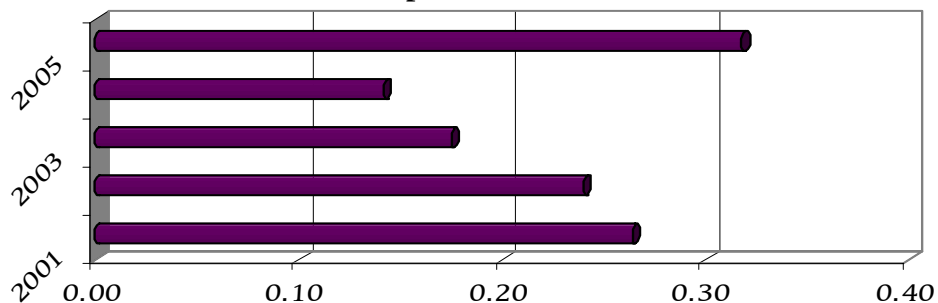
2001	2,912,980
2002	2,159,192
2003	1,591,380
2004	2,238,152
2005	2,020,424



## PRUNES

### *Pounds Inspected 2001 - 2005*

Pounds Reported in Millions



## PRUNES – FIVE YEAR SUMMARY OF TOTAL POUNDS INSPECTED

2001	264,450
2002	239,910
2003	175,140
2004	142,200
2005	317,610



# ANNUAL SUMMARY CERTIFIED POUNDS

July 1, 2004 – June 30, 2005

COMMODITY	TOTAL POUNDS
POTATOES	9,980,492,052
ONIONS	466,515,617
APPLES	36,241,918
CHERRIES	3,067,457
NECTARINES	239,404
PEACHES	10,218,281
PEARS	1,032,790
APRICOTS	0
PLUMS	2,020,424
PLUOTS	123,952
PRUNES	317,610
<b>GRAND TOTAL</b>	<b>10,500,269,505</b>







## PERSONNEL FY-2005

CLASSIFICATION	NUMBER EMPLOYED	PAY GRADE
SAMPLER	1	B
GRADER	28	C
OFFICE SPECIALIST	3	E
TECHNICAL RECORDS SPECIALIST	5	F
SHIPPING POINT INSPECTOR	15	E
CONTRACT INSPECTOR	1	F
AGRICULTURE PROGRAM SPECIALIST	2	L
SHIPPING POINT INSPECTOR SENIOR	50	G
HUMAN RESOURCE SPECIALIST	1	J
SUPERVISOR	5	H
ASSISTANT MANAGER	2	K
DISTRICT MANAGER	4	M
BUREAU CHIEF	1	P
FORKLIFT OPERATOR	6	C
SEED INSPECTOR	0	D
SEED INSPECTOR SENIOR	6	E
CUSTOMER QUALITY ASSURANCE REP.	21	H
FEDERAL PROGRAM MANAGER	2	
CASUAL HARVEST EMPLOYEES	253	
<b>TOTAL</b>	<b>405</b>	

Our annual salaries are based on a 2080-hour year,  
however 80% of the workforce is employed in seasonal-part-time positions.

IDAHO STATE DEPARTMENT OF AGRICULTURE  
SHIPPING POINT INSPECTION SERVICE  
2270 OLD PENITENTIARY ROAD  
BOISE, IDAHO 83712

FEE SCHEDULE

CUSTOMER ASSISTED INSPECTION PROGRAM  
(CAIP)

EFFECTIVE DECEMBER 2000

\*\*\*\*\*

MINIMUM CERTIFICATE CHARGE

A minimum of \$8.00 may be charged for certificates or documents requested or required on certifications.

Fax copies \$2.00 per certificate

ALL PERSONNEL ASSIGNMENTS WILL BE MADE AT THE DISCRETION OF THE  
INSPECTION SERVICE.

Regular hourly rate - - - - - \$28.00  
Overtime hourly rate - - - - - \$34.00

**REGULAR HOURLY RATE**

Applicant charges are based upon a minimum guarantee of 40 regular hours per week.

If the ISDA inspector is handling two or more applicants, the hours will be prorated between those applicants as nearly as possible.

**OVERTIME HOURLY RATE**

Overtime rates apply after 40 hours Monday through Friday and on Saturday, Sunday, and legal holidays.

Weeks in which a holiday occur, 32 hours will be the regular hours charged for the week.

**TRAVEL TIME/EXPENSES**

Travel time will be prorated equally between two or more applicants sharing one ISDA inspector.

Travel time and expense maybe adjusted or an additional charge applied when unusual travel is required or requested.

IDAHO DEPARTMENT OF AGRICULTURE  
SHIPPING POINT INSPECTION SERVICE  
2270 OLD PENITENTIARY ROAD  
BOISE, IDAHO 83712

FEE SCHEDULE  
POTATOES FOR FRESH SHIPMENTS  
EFFECTIVE JANUARY 1996

\*\*\*\*\*

MINIMUM CERTIFICATE CHARGE

A minimum of \$8.00 may be charged on certificates.

Fax copies \$2.00 per certificate.

NET WEIGHTS

The marked or stamped net weight on containers will be used to determine cwt., or portion thereof.

FOR CONTAINERS with no marked or stamped net weight, similar sized containers marked with a net weight, or estimates will be used to determine cwt.

FOR BULK LOADS scale weights or estimates will be used to determine cwt.

ALL PERSONNEL ASSIGNMENTS WILL BE MADE AT THE DISCRETION OF THE INSPECTION SERVICE.

POTATO FEE OPTIONS

OPTION 1

Inspector availability under this option is guaranteed.

Regular hourly rate . . . . . \$23.00

Overtime hourly rate . . . . . \$28.00

Volume reduction . . . . . 75%

Regular Hourly Rate

All accounts billed under Option 1 are required to sign prearranged agreements with the Federal-State Inspection Service, stipulating charges are based upon a minimum of 40 regular hours per week.

If the inspector is handling 2 or more applicants, the hours will be prorated between those applicants as nearly as possible.

Overtime Hourly Rate

Overtime rates apply after 40 hours Monday through Friday and on Saturdays, Sundays and legal holidays.

Weeks in which a holiday occurs 32 hours will be the regular hours charged for the week.

Volume Reduction

Volume reduction will be computed based on weekly cwt shipments @ 0.09¢ per cwt. Credits apply when weekly packed cwt reaches 10,222.

SHIFTS

Shifts of 8 hours duration within a 24-hour period may be established ahead of the fact with the approval of the District Manager. The shifts shall be in a consecutive manner of five or more. An applicant may establish a shift of 8 hours duration as a work day, such as 9:00 A.M. to 6:00 P.M.

Applicants with no prearranged agreements will automatically be charged under Option 2 or the Intermittent rates whichever apply as defined below.

#### OPTION 2

Under this option inspectors will not be held waiting for an assignment. However, every effort will be made to provide inspection in a timely manner.

Regular hourly rate . . . . . \$26.00

Overtime hourly rate . . . . . \$28.00

Volume reduction . . . . . 50%

##### Regular Hourly Rate

Applicants will be billed for hours worked with a 4 hour minimum in the a.m. and a 4 hour minimum in the p.m.

##### Overtime Hourly Rate

Overtime rates apply on any hours worked outside of the daily 8 hour established shift Monday through Friday and on Saturday, Sunday and legal holidays.

##### Volume Reduction

A 50% Volume Reduction will be credited in weeks where 40 regular hours have been worked, and the weekly packed cwt charge exceeds the weekly hourly rate.

If an inspector is handling 2 or more applicants, the hours will be prorated between those applicants as nearly as possible.

##### TIME CHARGE

A time charge may be made at the hourly rate for all time required, including travel, check-in and on-call time. This assessment will be charged from the hour specified for the inspector to be present or available until released.

##### SHIFTS

Shifts of 8 hours duration within a 24-hour period may be established ahead of the fact with the approval of the District Manager. The shifts shall be in a consecutive manner of five or more. An applicant may establish a shift of 8 hours duration as a workday, such as 9:00 A.M. to 6:00 P.M.

#### INTERMITTENT

Intermittent inspection will be on a first come first serve basis.

Regular hourly rate . . . . . \$30.00

Overtime hourly rate . . . . . \$38.00

Cwt rate . . . . . 0.09¢

Intermittent regular rate will be charged when the service is used less than 20 hours per week with a 4 hour minimum charge in the a.m. and a 4 hour minimum charge in the p.m. or the cwt rate whichever is greater.

##### Overtime Hourly Rate

From 8:00 a.m. to 5:00 p.m., Monday through Friday, the regular rate applies. The overtime rate applies during hours outside this range.

##### TIME CHARGE

A time charge may be made at the hourly rate for all time required, including travel, check-in and on-call time. This assessment will be charged from the hour specified for the inspector to be present or available until released.

## MILEAGE CHARGE

A mileage charge may be made when travel is excessive or when unusual travel is required. The rate per mile is the amount that State employees are reimbursed, as allowed by the Board of Examiners.

## SATURDAY - SUNDAY - LEGAL HOLIDAYS

If inspection is requested on these days, the overtime rates apply.

NO Service will be available on Thanksgiving, Christmas, or New Years Day.

## LEGAL HOLIDAYS

New Year's Day	Independence Day	Thanksgiving Day
Martin Luther King	Labor Day	Christmas Day
President's Day	Columbus Day	Memorial Day
Veteran's Day		

In the event that a holiday occurs on a Saturday, the preceding Friday shall be a holiday, and if the holiday falls on a Sunday, the following Monday shall be a holiday. Idaho Code 67-5302 (12).

## Idaho State Department of Agriculture Management Staff

### BUREAU CHIEF

Lee Stacey - - - - - Boise Office - - - - - 332-8670

### DISTRICT OFFICES:

Caldwell	Denise Hughes District Manager - - - - -	454-7687
Burley	Terry Nelson District Manager - - - - -	678-8168
Blackfoot	Rex Young District Manager - - - - -	785-2070
Idaho Falls	Ron Morgan District Manager - - - - -	525-7159

### AREA OFFICE:

Rexburg - - - - - 1-800-754-0362

IDAHO DEPARTMENT OF AGRICULTURE  
SHIPPING POINT INSPECTION SERVICE  
2270 OLD PENITENTIARY ROAD  
BOISE, IDAHO 83712

FEE SCHEDULE  
ONIONS FOR FRESH SHIPMENTS  
EFFECTIVE JANUARY 1996

\*\*\*\*\*

MINIMUM CERTIFICATE CHARGE

A minimum of \$8.00 shall be charged on all certificates.

Fax copies \$2.00 per certificate.

NET WEIGHTS

The marked or stamped net weight on containers will be used to determine cwt., or portion thereof.

FOR CONTAINERS with no marked or stamped net weight, similar sized containers marked with a net weight, or estimates will be used to determine cwt.

FOR BULK LOADS scale weights or estimates will be used to determine cwt.

ALL PERSONNEL ASSIGNMENTS WILL BE MADE AT THE DISCRETION OF THE INSPECTION SERVICE.

ONION FEE OPTIONS

OPTION 1

Inspector availability under this option is guaranteed.

Regular hourly rate . . . . . \$23.00  
Overtime hourly rate . . . . . \$28.00  
Volume reduction . . . . . 50%

Regular Hourly Rate

All accounts billed under Option 1 are required to sign prearranged agreements with the Federal-State Inspection Service, stipulating that charges are based upon a minimum of 40 regular hours per week.

If the inspector is handling 2 or more applicants, the hours will be prorated between those applicants as nearly as possible.

Overtime Hourly Rate

Overtime rates apply after 40 hours Monday through Saturday and on Sundays and legal holidays with a 4 hour minimum in the A.M. and a 4 hour minimum in the P.M. In weeks in which a holiday occurs, 32 hours will be the regular hours charged for the week.

Volume Reduction

Volume reduction will be computed based on weekly cwt shipments @ 0.08¢ per cwt. Credits apply when weekly packed cwt. reaches 11,500.

SHIFTS

Shifts of 8 hours duration within a 24-hour period may be established ahead of the fact with the approval of the District Manager. The shifts shall be in a consecutive manner of five or more. An applicant may establish a shift of 8 hours duration as a workday, such as 9:00 A.M. to 6:00 P.M.

Applicants with no signed agreements under Option 1 will automatically be charged under Option 2 or the Intermittent rates whichever apply as defined below.

### OPTION 2

Under this option inspectors will not be held waiting for an assignment. However, every effort will be made to provide inspection in a timely manner.

Regular hourly rate . . . . . \$26.00

Overtime hourly rate . . . . . \$28.00

Volume reduction. . . . . 50%

#### Regular Hourly Rate

Applicants will be billed for hours worked with a 4 hour minimum in the A.M. and a 4 hour minimum in the P.M. If an inspector is handling 2 or more applicants, the hours will be prorated between those applicants as nearly as possible.

#### Overtime Hourly Rate

Overtime rates apply on any hours worked outside of the daily 8 hour established shift Monday through Friday and on Saturday, Sunday and legal holidays. In weeks in which a holiday occurs, 32 hours will be the regular hours charged for that week.

#### Volume Reduction

Volume reduction will be computed based on weekly cwt. shipments @ 0.08¢ per cwt. Credits apply when weekly packed cwt. reaches 13,000.

#### TIME CHARGE

A time charge may be made at the hourly rate for all time required, including travel, check-in and on-call time. This assessment will be charged from the hour specified for the inspector to be present or available until released.

#### SHIFTS

Shifts of 8 hours duration within a 24-hour period may be established ahead of the fact with the approval of the District Manager. The shifts shall be in a consecutive manner of five or more. An applicant may establish a shift of 8 hours duration as a workday, such as 9:00 A.M. to 6:00 P.M.

### INTERMITTENT

Intermittent inspection will be on a first come first serve basis as Inspectors are available.

Regular hourly rate . . . . . \$30.00

Overtime hourly rate . . . . . \$38.00

Cwt rate. . . . . 0.08¢

Intermittent regular rate will be charged when the service is used less than 20 hours per week with a 4 hour minimum charge in the A.M. and a 4 hour minimum charge in the P.M. or the cwt. rate whichever is greater.

#### Overtime Hourly Rate

From 8:00 A.M. to 5:00 P.M., Monday through Friday, the regular rate applies. The overtime rate applies during hours outside this range.

#### TIME CHARGE

A time charge may be made at the hourly rate for all time required, including travel, check-in and on-call time. This assessment will be charged from the hour specified for the inspector to be present or available until released.

## MILEAGE CHARGE

A mileage charge may be made when travel is excessive or when unusual travel is required. The rate per mile is the amount that State employees are reimbursed, as allowed by the Board of Examiners.

## SATURDAY - SUNDAY - LEGAL HOLIDAYS

If inspection is requested on these days, the overtime rates apply.

NO Service will be available on Thanksgiving, Christmas, or New Years Day.

## LEGAL HOLIDAYS

New Year's Day	Independence Day	Thanksgiving Day
Martin Luther King	Labor Day	Christmas Day
President's Day	Columbus Day	Memorial Day
Veteran's Day		

In the event that a holiday occurs on a Saturday, the proceeding Friday shall be a holiday, and if the holiday falls on a Sunday, the following Monday shall be a holiday. Idaho Code 67-5302 (12).

## Federal-State Inspection Staff

### BUREAU CHIEF

Lee Stacey ----- Boise Office ----- 332-8670

### FEDERAL PROGRAM MANAGERS

Mark Iverson -----Nampa Office ----- 467-6187  
Jeff Riddell -----Nampa Office ----- 467-6187

### DISTRICT OFFICES:

Caldwell	Denise Hughes District Manager -----454-7687
Burley	Terry Nelson District Manager -----678-8168
Blackfoot	Rex Young District Manager -----785-2070
Idaho Falls	Ron Morgan District Manager -----525-7159



IDAHO DEPARTMENT OF AGRICULTURE  
SHIPPING POINT INSPECTION SERVICE  
2270 OLD PENITENTIARY ROAD  
BOISE, IDAHO 83712

FEE SCHEDULE  
FRESH FRUIT SHIPMENTS  
EFFECTIVE MAY 1997

\*\*\*\*\*

**MINIMUM CERTIFICATE CHARGE**

A minimum of \$8.00 shall be charged on all fresh certificates.

Phytosanitary inspections and certificates will be charged at the hourly rates with an \$8.00 per certificate minimum.

Fax copies \$2.00 per certificate.

**NET WEIGHTS**

The marked or stamped net weight on containers will be used to determine cwt., or portion thereof.

**FOR CONTAINERS** with no marked or stamped net weight, similar sized containers marked with a net weight, or estimates will be used to determine cwt.

**FOR BULK LOADS** scale weights or estimates will be used to determine cwt.

**ALL PERSONNEL ASSIGNMENTS WILL BE MADE AT THE DISCRETION OF THE INSPECTION SERVICE.**

**FRESH FRUIT FEES**

Regular hourly rate . . . . . \$23.00  
Overtime hourly rate . . . . . \$28.00  
Volume reduction . . . . . 50%

**Regular Hourly Rate**

Applicants will be billed for hours worked with a 4 hour minimum in the A.M. and a 4 hour minimum in the P.M. If an inspector is handling 2 or more applicants, the hours will be prorated between those applicants as nearly as possible.

**Overtime Hourly Rate**

Overtime rates apply on any hours worked outside of the daily 8 hour established shift Monday through Friday and on Saturday, Sunday and legal holidays.

**Volume Reduction**

Volume reduction will be computed based on weekly cwt shipments @ 0.13¢ per cwt.

**TIME CHARGE**

A time charge may be made at the hourly rate for all time required, including travel, check-in and on call time. This assessment will be charged from the hour specified for the inspector to be present or available until released.

**SHIFTS**

Shifts of 8 hours duration within a 24-hour period may be established ahead of the fact with the approval of the District Manager. The shifts shall be in a consecutive manner of five or more. An applicant may establish a shift of 8 hours duration as a work day, such as 9:00 A.M. to 6:00 P.M.

**IDAHO DEPARTMENT OF AGRICULTURE  
SHIPPING POINT INSPECTION SERVICE  
2270 OLD PENITENTIARY ROAD  
BOISE, IDAHO 83712**

**FEE SCHEDULE  
CONTRACT/DOCKSIDE INSPECTION  
EFFECTIVE SEPTEMBER 2000**

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**PERSONNEL ASSIGNMENTS WILL BE MADE AT THE DISCRETION OF THE INSPECTION SERVICE.**

**Inspection fees will be charged in accordance with the following schedule. All fees, unless otherwise specified herein, will be computed on a cwt. basis, or portion thereof.**

**MINIMUM FEE PER CERTIFICATE**

A minimum fee of \$8.00 shall be charged on all certificates.

**NET WEIGHTS**

**FOR BULK LOADS** scale weights or estimates will be used to determine cwt.

**POTATOES – PROCESS/DOCKSIDE**

Fees will vary, depending upon facilities available, the number of grade and defects separation, sampling method and other information necessary to satisfy the requirements of the inspection performed.

**CWT CHARGE**

Determined per applicant using actual costs.

**TIME CHARGES/HOURLY RATES**

Time charges will apply to submitted samples and/or intermittent users. Charges may also include time for travel, on call, etc.

<b>Regular hourly rate</b>	<b>\$19.00 per hour</b>
<b>Overtime hourly rate</b>	<b>\$23.00 per hour</b>

**INTERMITTENT USER RATES**

<b>Regular hourly rate</b>	<b>\$30.00 per hour</b>
<b>Overtime hourly rate</b>	<b>\$38.00 per hour</b>

## **SAMPLING**

There are three types of sampling employed.

1. **FEDERAL-STATE SAMPLING.** The sampler is a licensed employee of the Inspection Service. The Service assumes full responsibility for employees in this position, ensuring that proper sampling methods and procedures are followed.
2. **SUPERVISED SAMPLING.** The sampler is an employee of industry. Samplers are hired by the applicant. The Inspection Service assumes the responsibility of proper sampling methods and procedures, sample identity and security. Worksheets and certificates or computer printouts resulting from this type of sampling must indicate "Supervised Sampling" was used. If the supervisor believes that for one reason or another the sampling is not adequately supervised, it shall then be designated as "Submitted Samples."
3. **SUBMITTED SAMPLES.** Samples are drawn, marked and controlled by the applicant and submitted to the Service for grading. Worksheets and certificates or computer printouts resulting from this type of sampling must show "Submitted Samples."

Inspection and Grading for this type sampling is charged on an inspector hour basis at the current hourly rate.

## **MILEAGE CHARGE**

An additional charge for mileage will be made in connection with other charges when travel is excessive in proportion to the amount of fees charged, or when unusual travel is required. The rate per mile is the amount that State employees are reimbursed, as allowed by the Board of Examiners.

## **LEGAL HOLIDAYS**

**NO Service will be available on Thanksgiving, Christmas, or New Years Day.**

New Year's Day	Independence Day	Thanksgiving Day
Martin Luther King (Human Rights Day)	Labor Day	Christmas Day
President's Day	Columbus Day	
Memorial Day	Veteran's Day	

In the event that a holiday occurs on a Saturday, the preceding Friday shall be a holiday, and if the holiday falls on a Sunday, the following Monday shall be a holiday. Idaho Code 67-5302 (12).

## **BOISE STAFF**

### **BUREAU CHIEF, FF&V INSPECTION**

Lee Stacey -----Boise Office ----- 332-8670

### **FEDERAL PROGRAM MANAGERS, NORTHWEST BIQMS OFFICE**

Mark Iverson -----Nampa Office -----467-6187

Jeff Riddell -----Nampa Office -----467-6187

## **DISTRICT / AREA LOCATIONS**

### **DISTRICT OFFICES:**

Caldwell ----- (208) 454-7687

Burley ----- (208) 678-8168

Blackfoot ----- (208) 785-2070

Idaho Falls ----- (208) 525-7159

## **DISTRICT STAFF**

<b>DISTRICT / AREA</b>	<b>MANAGERS</b>	<b>ASSISTANT MANAGER</b>
Caldwell / Fruitland	Denise Hughes	(Vacant)
Burley / Twin Falls	Terry Nelson	Max Wheeler
Blackfoot / American Falls	Rex Young	(Vacant)
Idaho Falls / Rexburg	Ron Morgan	Bob Foster

IDAHO DEPARTMENT OF AGRICULTURE  
SHIPPING POINT INSPECTION SERVICE  
P.O. BOX 790  
BOISE, IDAHO 83701

FEE SCHEDULE  
POTATOES CERTIFIED SEED  
EFFECTIVE MARCH 1, 1997

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**MINIMUM CERTIFICATE CHARGE**

A minimum of \$8.00 shall be charged on all certificates.

Fax copies \$2.00 per certificate.

**NET WEIGHTS**

The marked or stamped net weight on containers will be used to determine cwt., or portion thereof.

**FOR CONTAINERS** with no marked or stamped net weight, similar sized containers marked with a net weight, or estimates will be used to determine cwt.

**FOR BULK LOADS** scale weights or estimates will be used to determine cwt.

**ALL PERSONNEL ASSIGNMENTS WILL BE MADE AT THE DISCRETION OF THE INSPECTION SERVICE.**

**Inspectors will not be held waiting for an assignment. However, every effort will be made to provide inspection in a timely manner.**

**HOURLY RATE**

Regular hourly rate . . . . . \$19.00  
Overtime hourly rate . . . . . \$23.00

**REGULAR HOURLY RATE**

This assessment will be charged from the hour specified for the inspector to be present or available until released, including travel, and on call time.

If the inspector is handling 2 or more applicants, the hours will be prorated between those applicants as nearly as possible. There is a 2 hour minimum charge each time services are requested.

**OVERTIME HOURLY RATE**

Overtime rates apply after 40 hours Monday through Saturday and on Sunday and legal holidays.

In weeks in which a holiday occurs, 32 hours will be the regular hours charged for that week.

**MILEAGE RATE**

Mileage charges will be made as established by the local district office. When unusual travel is requested or required an additional charge will be made to cover expenses when inspectors are in full travel status requiring overnight stay.

**IDAHO STATE DEPARTMENT OF AGRICULTURE  
FRESH FRUIT & VEGETABLE INSPECTION SERVICE**

**AUDITING SERVICES  
FEE SCHEDULE**

**PACKING HOUSE AUDITS:**

**FEE.....** \$400.00 PER AUDIT PER PACKING SHED  
(TRAVEL EXPENSES **MAY** APPLY)

**SERVICE .....** A COMPLETE THIRD PARTY AUDIT WILL COVER GOOD  
MANUFACTURING PRACTICES (GMP) AND FOOD SAFETY FILE DOCUMENTATION

**HARVEST CREW AUDITS:**

**FEE.....** \$250.00 PER AUDIT PER CREW – \$150.00 IF RANCH AUDIT HAS  
ALREADY BEEN PERFORMED DURING THIS SEASON  
(TRAVEL EXPENSES **MAY** APPLY)

**SERVICE .....** A COMPLETE THIRD PARTY HARVEST CREW AUDIT WILL COVER  
TWO MAIN AREAS; EMPLOYEE HYGIENE AND HARVEST PRACTICES

**COOLER/COLD STORAGE AUDITS:**

**FEE.....** \$350.00 PER AUDIT PER COOLER/COLD STORAGE  
(TRAVEL EXPENSES **MAY** APPLY)

**SERVICE .....** A COMPLETE THIRD PARTY AUDIT WILL COVER GOOD  
MANUFACTURING PRACTICES (GMP) AND FOOD SAFETY FILE DOCUMENTATION

**RANCH/FARM AUDITS:**

**FEE.....** \$250.00 MINIMUM PER AUDIT PER RANCH OR FARM; \$30.00 PER  
HOUR CHARGE AFTER 6 HOURS,  
(TRAVEL EXPENSES **MAY** APPLY)

**SERVICE .....** A COMPLETE THIRD PARTY AUDIT WILL COVER THE FOLLOWING  
MAIN AREAS;

- RANCH/FARM HISTORY
- ADJACENT LAND USE
- WATER SOURCE AND USAGE
- PEST CONTROL
- FERTILIZER USE
- EMPLOYEE SAFETY AND HYGIENE (WHERE APPLICABLE)
- HARVEST PRACTICES (WHERE APPLICABLE)

EACH AUDIT QUESTION IS ASSIGNED A VALUE, WHICH IS BASED ON A CATEGORY OF RISK  
FOR MICROBIAL CONTAMINATION.

**Boise Staff** – Phone (208) 332-8670 – FAX (208) 334-2170  
2270 Old Penitentiary Rd. (83712), P.O. Box 790, Boise, Idaho 83701-0790

Bureau Chief, Lee Stacey – lstacey@idahoag.us  
Ag. Program Specialist, Cindy Stark – cstark@idahoag.us  
Tech. Records Specialist, Jen Armga – jarmga@idahoag.us

## **Statewide Process Plant Oversight and YSI Laboratory Testing**

Ag. Program Specialist, Richard Curry (208) 431-0844 –  
rcurry@idahoag.us

## **District Offices and Staff**

**Blackfoot District** Phone - (208) 785-2070 - FAX (208) 785-4042  
745 W. Bridge St., Suite H, P.O. Box 969, Blackfoot, Idaho 83221

District Manager, Rex Young – ryoung@idahoag.us  
Tech. Records Specialist, Cheryl Clark – cclark@idahoag.us  
Office Specialist, LeighAnn Sensenbach – lsensenb@idahoag.us

**Burley District** Phone - (208) 678-8168 - FAX (208) 678-0457  
2181 Overland, P.O. Box 749, Burley, Idaho 83318

District Manager, Terry Nelson – tnelson@idahoag.us  
Assistant Manager, Max Wheeler – mwheeler@idahoag.us  
Tech. Records Specialist, Carol Smith – cssmith@idahoag.us  
Office Specialist, Alice Broadhead – abroadhe@idahoag.us

**Caldwell District** Phone - (208) 454-7687 - FAX (208) 454-7689  
511 S. Kimball, Caldwell, Idaho 83605

District Manager, Denise Hughes – dhughes@idahoag.us  
Tech. Records Specialist, Dixie Dickard – ddickard@idahoag.us

**Idaho Falls District** Phone - (208) 525-7159 - FAX (208) 525-7197  
1120 Lincoln Rd. Suite C, P.O. Box 50996, Idaho Falls, Idaho 83405

District Manager, Ron Morgan – rmorgan@idahoag.us  
Assistant Manager, Bob Foster – bfoster@idahoag.us  
Tech. Records Specialist, Leisha Bradshaw – lbradsha@idahoag.us  
Office Specialist, Charisse Smith – csmith@idahoag.us